

**TOWN OF KIRKWOOD
WORK SESSION**

December 30, 2025

Present: Supervisor Lewis Grubham
Councilmember Katie Legg
Councilmember Sandy Wasson

Also Present: Robert McKertich, Attorney
Kelley Diffendorf, Town Clerk
Poe Williams, Highway Superintendent
Karen Ferguson, Historian

Absent: Councilmember Marc Latini

- 1. Discussion – Resolution reappointing Gordie Woolbaugh as Member Planning Board for a term to expire December 31, 2030. (LCG)
(12/30/25)**

- 2. Discussion – Resolution reappointing Jerry McMaster as Member Zoning Board of Appeals for a term to expire December 31, 2030. (LCG)
(12/30/25)**

- 3. Discussion – Resolution authorizing the continuation of petty cash for 2026, subject to audit by the Budget Officer, for the following departments at specified amounts, pursuant to Town Law Session 64, Paragraph 1(2):**

Bookkeeper	\$100
Building & Code Inspector	\$100
DPW Commissioner	\$200 and \$35 for Water Department
Supervisor	\$200
Town Clerk	\$200
Town Justice	\$200

(12/30/25)

- 4. Discussion – Resolution authorizing the Supervisor to enter into an agreement with Southern Tier Zoological Society, Inc., for the year 2026, in accordance with the attached agreement. (LCG)
(01/06/26)**

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**5. Discussion – Resolution authorizing the Supervisor to enter into an agreement with Roger Studer d/b/a Studer’s Body Shop & Garage, for the year 2026, in accordance with the attached agreement.
(12/30/25)**

**6. Discussion – Resolution authorizing Michael Wolyniak to review the financial records and reports of the Town Supervisor’s office, the Town’s justice court, the Town Clerk’s office and the water/sewer rents operations, at a cost not to exceed \$4,000, in accordance with the attached Review Engagement Proposal. (LCG)
(01/06/26)**

Supervisor Grubham explained the Town Justice Court is audited every year because it is required by law and all the other departments are done every other year.

**7. Discussion – Resolution Approving the Joint Consolidation Agreement with Respect to the Proposed Consolidation of Sewer District No. 1, Extension 1 of Sewer District No. 1, Extension 2 of Sewer District No. 1, Extension 3 of Sewer District No. 1, Extension 4 of Sewer District No. 1, and Sewer District Nos. 2, 3, 4, 5, 6, and 7, in accordance with the attached resolution. (LCG)
(01/06/26)**

Councilmember Legg confirmed with Supervisor Grubham that this agreement would consolidate all the sewer districts into one joint sewer district.

**8. Discussion – Resolution pursuant to Not-For-Profit Corporation Law Section 1402(c)(3) approving the Membership Roster for Five Mile Point Fire Company, with the understanding that the members so approved will be assigned for which they have been qualified, in accordance with the attached roster. (LCG)
(12/30/25)**

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- 9. Discussion – Resolution authorizing the Expenditure of \$46,950 to Layne Christensen Company for Emergency Repairs to Municipal Water Wells, in accordance with the attached resolution. (LCG)
(12/30/25)**

Supervisor Grubham explained this repair is in relation to Well #1, when the company began the cleaning process, they discovered major problems that needed to be repaired right away. Hopefully this will solve some of the issues with the color and consistency of the water, more will be known once this process is complete. Although the iron and manganese are still present in the water and that problem is not going to go away, it will continue to be monitored.

- 10. Discussion – Resolution, on recommendation and approval of the Code Enforcement Officer, pursuant to section 304.3 of the Mobile Home – Trailer Ordinance, authorizing the Town Clerk to issue a license for the following mobile home – trailer parks, such license will be for the year 2026:
Kirkwood Parksites, LLC, 1794 US Route 11, Kirkwood, NY 13795
Owner: Christina DiPierro (LCG)
(12/30/25)**

- 11. Audit of Claims.**